CITY COUNCIL REGULAR MEETING

~ AGENDA ~

REGULAR MEETING

312 South Mildred St
Ranson, WV 25438
www.ransonwv.gov

January 6, 2026 | 7:00 P.M. | Council Chamber

MEETING REGISTRATION:
https://ransonwv.gov/yourgovernment/agendas-and-minutes/

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

I. CALL TO ORDER

II. APPROVAL OF MINUTES

1. December 16, 2025 Council Minutes
   12162025 City Council Regular Meeting.docx

III. CITIZEN'S PRESENTATIONS/PETITIONS

IV. CITY MANAGER/STAFF REPORTS

1. Police Chief
   Stats - December.pdf
2. City Manager Report
3. Citizen Complaint Report
   Chart for Complaints.docx 92025-122025.docx

V. COMMUNICATIONS FROM THE MAYOR

VI. COUNCIL/COMMITTEE ANNOUNCEMENTS

1. Ranson Municipal Committee Report
   Ranson Municipal Committee Meeting 12292025 (1).docx

VII. COUNCIL BUSINESS

1. Consideration of Statement addressing Community concerns and Public Safety

Statement Addressing Community Concerns and Public Safety.pdf

2. Consideration of One (1) appointments to the Board of Building Code Appeals Board
    - January 1, 2026 - December 31, 2028

    A Ringgold _Redacted.pdf

3. Consideration of One (1) appointed to the Board of Planning Commission
    - January 1, 2026- December 31, 2030 (City Managers discretion)

VIII. ADJOURNMENT

IX. INFORMATION ONLY

1. Nomination for Hagerstown Eastern Panhandle Metropolitan Organization Interstate Council

    JC Commission.pdf

AGENDA ITEM II.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **APPROVAL OF MINUTES**

SUBJECT: December 16, 2025 Council Minutes

ATTACHMENTS:

12162025 City Council Regular Meeting.docx

CITY COUNCIL REGULAR MEETING

December 16, 2025

I. CALL TO ORDER

Kenneth Suits, Mayor	**Present**
Andy Colandrea	**Present**
Herbie McDaniel	**Present (7:04 PM)**
Stephanie Fagan	**Present**
Wesley Wildrick	**Present**
Jaelyn Wratchford	**Present by Zoom**
Jaden Bound	**Present**

II. APPROVAL OF MINUTES

1. Minutes - December 2, 2025

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Yes**
Herbie McDaniel	**Yes**
Stephanie Fagan	**Yes**
Wesley Wildrick	**Yes**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Yes**

III. CITIZEN'S PRESENTATIONS/PETITIONS

Brian Parrish spoke to the mayor and council of his concerns of the Police Department. Lorena Nathan, Elizabeth Kerwin, Kit McGinnis, Elouane Rogers and Charles Hampton spoke to the mayor and Council regarding immigration enforcement.

IV. CITY MANAGER/STAFF REPORTS

1. Chief Of Police Status Report

   Chief Police supplied the Mayor and Council of a monthly report. There were no issues with the Charles Town and Ranson Christmas parade. Chief Bobby Miller resigned and thanked the Mayor, Council and staff for the opportunity he was given.

2. Community Development Status Report - November
   No Action at this time

3. Public Works Status Report - November
   No Action at this time

4. Finance Department Status Report - November

   No Action at this time

5. Parks and Recreation Status Report - November
   No Action at this time

6. City Manager Report

The City Manager reported that a new staff member, Zach Holland, has joined the Community Development team. There are currently two open positions posted: Community Specialist and Operations Director, which was approved in last year's budget. Holiday events—including the Tree Lighting, Pizza with Santa, and the Christmas Parade—have all been completed. Mr. Wilt thanked staff and volunteers for their assistance with these events. The Staff Breakfast will be held on Wednesday, December 17, 2025, from 9:30–11:30 a.m., during which time City Hall will be closed. The Council and Staff Lunch will take place on Friday, December 19, 2025, from 11:30 a.m.–1:00 p.m. at the Civic Center, and City Hall will be closed. Mini Grant applications remain open. Additionally, the Wawa in Ranson will open on Wednesday, December 17, 2025, at 8:00 a.m.

V. COMMUNICATIONS FROM THE MAYOR

Mayor Ken Suits thanked all staff and volunteers for their assistance with the holiday events. He also thanked Chief Bobby Miller for his time with the City of Ranson and stated that he greatly enjoyed working with him. Mayor Suits further noted that the City of Ranson does not have an agreement with ICE agents or any federal immigration agency.

VI. COUNCIL/COMMITTEE ANNOUNCEMENTS

Council member Stephanie Fagan asks if there could be a meeting set for the Community Crisis Response board to discuss the concerns of the community.

VII. COUNCIL BUSINESS

1. Public Hearing- Ordinance 2025- 06 Second Reading of an Ordinance Approving the Annexation of Certain Real Property by Petition Pursuant to West Virginia Code §8-6-4a; Briar Run Estates Sections One, Section Two and Section Three

   Mayor Ken Suits opened the public hearing. Joe Bosco, President of Briar Run Estates, signed in to speak to the Mayor and Council. Mr. Bosco expressed concerns about community members using the roads through Briar Run Estates to access the shopping center located in Ranson. He stated that the homeowners of Briar Run Estates currently maintain the roads, including repairs and snow removal. Mr. Bosco noted that if the City were to annex Briar Run Estates Phases 1, 2, and 3, the roads would not require immediate attention or snow removal for the upcoming year. He further stated that if Ranson

proceeds with annexation, he would like to see an ordinance indicating that the City would assume responsibility for the road conditions as well.

Betty Purvis McEachen signed in to speak to the Mayor and Council but stated that Mr. Bosco had addressed all of her questions. She thanked everyone for their service.

Brian Kearney spoke to the Mayor and Council regarding his concerns about traffic from Briar Run Estates traveling through the community.

2. Ordinance 2025- 06 Second Reading of an Ordinance Approving the Annexation of Certain Real Property by Petition Pursuant to West Virginia Code §8-6-4a; Briar Run Estates Sections One, Section Two and Section Three

Council Member Andy Colandrea requested that Joe Bosco return to the podium and asked questions regarding the HOA fees and how they have been used. Mr. Bosco explained that some of the homeowners' fees were used to repair roads and to install speed bumps in an effort to slow traffic. Mr. Bosco informed the Mayor and Council that road repairs or snow removal would not occur this year but would be addressed in future years. Council Member Colandrea then asked City Manager Todd Wilt what actions would need to be completed once Briar Run is annexed. Mr. Wilt stated that street signs and stop signs would be changed over, the speed bumps would be removed, and the condition of the roads would be evaluated.

Council Member Bound asked Mr. Bosco whether the community's goal was for the City of Ranson to take responsibility for the roads or to build a road around Briar Run Estates. Mr. Bosco explained that the McDonald property is held in a revocable trust, and if it were to be developed, a connecting road could be constructed, for which Ranson's support would be requested. Mr. Bosco also stated that the community uses Briar Run Estates roads to travel for shopping.

City Manager Wilt provided the Mayor and Council with a letter from the Briar Run Estates attorney. He explained that all property owners were notified by both certified mail and regular mail. Approximately half of the certified mail was returned, while only a few of the regular mail letters were returned. Mr. Wilt informed the Mayor and Council that the ordinance under consideration would annex Briar Run Estates Sections One, Two, and Three into the City of Ranson, with roads and related matters to be addressed in a future ordinance.

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Motion**
Herbie McDaniel	**Yes**
Stephanie Fagan	**Yes**
Wesley Wildrick	**Second**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Yes**

3. Ordinance 2025-08 First Reading Amending the Ranson Municipal Code Article 5. Subdivision & Zoning Chapter 19A § 5.9.3.A. i. Attached garages shall not extend past the face of the primary structure.

   This ordinance change was referred to the City Council for consideration from the Ranson Planning Commission.

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Yes**
Herbie McDaniel	**Second**
Stephanie Fagan	**Yes**
Wesley Wildrick	**Yes**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Motion**

4. Consideration of Two (2) appointments to the Board of Building Code Appeals Board
   - January 1, 2026 - December 31, 2028
   - January 1, 2026 - December 31, 2028

   Scott Stewart addressed Council regarding his service on the Board of Building Code Appeals, on which he served for several years and was pleased to assist. It was noted that Mr. Stewart does not reside within the city, which is a requirement for membership on the board.

   City Council appointed Antoinette Ringold to serve on the Board of Building Code Appeals for a term ending December 31, 2028.

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Motion**
Herbie McDaniel	**Yes**
Stephanie Fagan	**Second**
Wesley Wildrick	**Yes**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Yes**

4. Consideration of Two (2) appointed to the Board of Planning Commission
   - January 1, 2026- December 31, 2030 (City Managers discretion)
   - January 1, 2026- December 31, 2030

   City Council appointed Lizz Klein to serve on the Planning Commission for a term ending December 31, 2028.

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Yes**
Herbie 0McDaniel	**Yes**
Stephanie Fagan	**Yes**
Wesley Wildrick	**Second**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Motion**

5. Consideration of Two (2) appointments to the Board of Zoning Appeals
   - January 1, 2026 - December 31, 2029
   - January 1, 2026 - December 31, 2029

   City Council appointed Amy Boyd to serve on the Board of Zoning Appeals for a term ending December 31, 2029.

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Yes**
Herbie 0McDaniel	**Yes**
Stephanie Fagan	**Second**
Wesley Wildrick	**Yes**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Motion**

6. Consideration of one (1) appointment to the Building Commission with the term ending December 31, 2027.

   City Council appointed Doug Davis to serve on the Building Commission for a term ending December 31, 2027.

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Motion**
Herbie McDaniel	**Yes**
Stephanie Fagan	**Second**
Wesley Wildrick	**Yes**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Yes**

8. Consideration of Releasing Clay Hill Preliminary Development Agreement

Council reviewed a development agreement originally drafted in 2008, which has undergone several changes. Ken Barton of Steptoe & Johnson, representing the Strider family, addressed the

Mayor and Council. Mr. Barton stated that the current developer involved with the project does not intend to use the development plan established in 2006. Since that time, the property has undergone three zoning changes. The applicants requested that the existing development agreement be terminated in order to reset the process. There was no discussion regarding a change from R-6 zoning. The mayor noted that the previous agreement referred to 2.6 million square feet of commercial space and stated that he remains interested in including that in any future agreement. Mr. Barton clarified that the commercial space was not part of the original development agreement.

Mr. Barton will draft a new agreement to be reviewed by City Attorney Tim Stranko. Council Member Andy Colandrea made a motion for the Mayor and Strider LLC to enter into a new development agreement.

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Motion**
Herbie McDaniel	**Yes**
Stephanie Fagan	**Second**
Wesley Wildrick	**Yes**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Yes**

9. 2025- 23 A Resolution of the City Council of Ranson, West Virginia, Calling the 2026 Municipal Election, Authorizing City Clerk to Conduct the Municipal Election Pursuant to the General Laws of the State of West Virginia and City of Ranson; Directing City Clerk to Provide Poll Workers training, setting time and Dates for Municipal Voting and other Related Purposes.

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Motion**
Herbie McDaniel	**Yes**
Stephanie Fagan	**Second**
Wesley Wildrick	**Yes**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Yes**

10. Nomination to the Jefferson County Commission for a Vacancy on Hagerstown-Eastern Panhandle Metropolitan Planning Organization (HEPMPO).

    City Manager Mr. Wilt informed the Mayor and Council that Tommy Custer was nominated to the vacant seat in August 2025 while serving as a Council member. Mr. Custer has since resigned from the Council; however, the member for the vacant seat

must be an elected official. Council Member Fagan nominated Jaden Bound for the position.

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Yes**
Herbie McDaniel	**Yes**
Stephanie Fagan	**Motion**
Wesley Wildrick	**Yes**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Second**

11. Designation of Authorized Signatories for City Bank Accounts
City manager, Todd Wilt asked for a nomination for signatories for City Bank Accounts. Council member Colandrea nominated Council member Stephanie Fagan.

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Motion**
Herbie McDaniel	**Second**
Stephanie Fagan	**Yes**
Wesley Wildrick	**Yes**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Yes**

12. Consideration of Appeal – WV Public Service Commission (CTUB Capacity Improvement Fees) - Possible Executive Session

City Manager Todd Wilt informed the Mayor and Council that there had been discussions regarding an appeal to the West Virginia Public Service Commission. He noted that the 30-day deadline to appeal is tomorrow. However, City Attorney Tim Stranko stated that the deadline does not apply to the City, as the City is not a customer but a governing body.

Councilmember Colandrea made a motion to enter executive session. The motion was amended by Councilmember Fagan and seconded by Councilmember Colandrea. A subsequent motion was made for a five-minute recess before entering executive session; this motion was made by Councilmember Colandrea and seconded by Councilmember Bound. The Council entered executive session at 9:09 p.m. and exited at 9:29 p.m. following a motion by Councilmember Wildrick, seconded by Councilmember Bound.

VIII. ADJOURNMENT

The meeting was adjourned at 9:36 p.m. The motion to adjourn was made by Councilmember Stephanie Fagan and seconded by Councilmember Herbie McDaniel. The next Council meeting is scheduled for January 6, 2026, at 7:00 p.m. at the Ranson City Council Chambers, located at 312 S. Mildred Street, Ranson, WV 25438.

IX. INFORMATION ONLY

_____
Kenneth Suits, Mayor

_____
Darla Armstrong, City Clerk

AGENDA ITEM IV.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **CITY MANAGER/STAFF REPORTS**

SUBJECT: Police Chief

ATTACHMENTS:

Stats - December.pdf

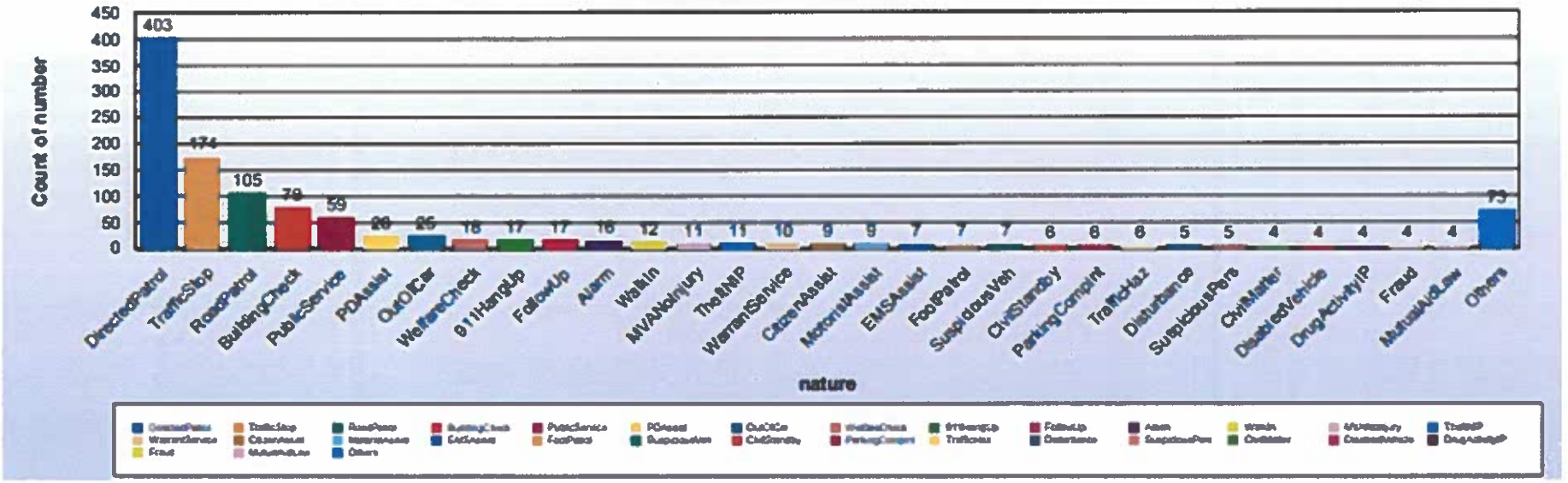
Ranson Police Department

From 12/01/2025 to 12/31/2025

Total Number of Calls for Service : 1,143

Count of Law incidents generated for the time period specified. These statistics include all calls for service dispatched by the ECC as well as all officer initiated events such as traffic stops, directed patrols, building checks, etc. The incidents are arranged by most frequent to least frequent.

Count of Natures



Lobby Walk-ins:	53
Total Call for Service:	1196
Arrests:	14
Citations:	52
Accidents w/ Report:	13

Completed Assignments:

Christmas Parade 12-6-25

Pizza w/ Santa 12-13-25

Upcoming Events:

Candidate Testing 1-31-26

December 2024/2025 Comparison
TRAFFIC STOPS
DRUG ACTIVITY
THEFTS
DISTURBANCES
ACCIDENTS W/ REPORT
CITATIONS
ARRESTS
174
281
1
9
13
8
5
22
13
26
52
273
14
49
0
50
100
150
200
250
300
2025
2024

2024 / 2025 Yearly Comparison

Arrests:
2024: 541
2025: 398

Overdoses:
2024: 8
2025: 3

Alarms:
2024: 225
2025: 267

Suspicious Vehicles:
2024: 127
2025: 89

Citations:
2024: 3474
2025 1464

Frauds:
2024: 41
2025: 36

Destruction of Property:
2024 : 40
2025: 33

Threats:
2024: 24
2025: 24

Accidents w/ Report:
2024: 210
2025: 180

Intoxicated Drivers:
2024: 66
2025: 29

Intoxicated Persons:
2024: 58
2025: 32

Fights:
2024: 24
2025: 14

Disturbances:
2024: 285
2025 195

Directed Patrols:
2024: 2552
2025: 3796

Public Services:
2024: 1381
2025: 1087

Juvenile Complaints:
2024: 17
2025: 17

Traffic Stops:
2024: 4011
2025: 2176

Building Checks:
2024: 199
2025: 604

Domestic Disputes:
2024: 113
2025: 96

Noise Complaints:
2024: 38
2025: 68

Thefts:
2024: 74
2025: 98

Welfare Checks:
2024: 215
2025: 217

Shopliftings:
2024: 7
2025: 16

Parking Complaints:
2024: 135
2025: 84

Drug Activity:
2024: 89
2025: 54

911 Hang-ups:
2024: 22
2025: 136

Suspicious Persons:
2024: 86
2025: 66

Calls for Service:
2024: 16130
2025: 14697

AGENDA ITEM IV.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **CITY MANAGER/STAFF REPORTS**

SUBJECT: City Manager Report

The City Manager will present a report addressing matters of relevance to the City Council. Council action is not anticipated or requested on these matters.

ATTACHMENTS:

AGENDA ITEM IV.3

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **CITY MANAGER/STAFF REPORTS**

SUBJECT: Citizen Complaint Report

ATTACHMENTS:

Chart for Complaints.docx 92025-122025.docx

Complaints

September 2025-December 2025

Date of Complaint	Location	Complaint	Impact Description	Who acted on Complaint Notes/Action Taken	Notes
9/9/2025	100 Block of E 6th Avenue	Tent in alley, a lot going on at the apartment building	Emergency vehicles cannot get thru the alley if there was an emergency	Complaint was given to code enforcer. A notice was sent out to the landlord he has 30 days to remove tent and all trash	9 /12 / 2025 A notice was sent out to the landlord, has 30 days to remove tent and all trash
09/25/2025	W. 3rd Ave	Drugs, living In Tents in the alley	Children and Citizens exposed to unsafe behavior	Complaint was given to Chief of Police with a phone # to follow up with caller	Chief reached out to caller and patrolled area
10/30/2025	143 Briar Run Drive	Dog barking and howling Owner never attempts to stop barking or to calm the dog down. Keeps the dog outside never brings the dog in t ocalm down	Cannot sleep and feels sorry for the dog left outside	City clerk Called Ranson PD. Ranson PD said it was not in the city limits the caller is but the house next to the caller is in the County. Office stated he informed Jefferson County PD and Animal Control	11/4 /2025 Followed up caller said dog is outside all the time. City Clerk Notified Animal Control

09/08/2025	100 Ft down Thumper from Flowing Springs	Pothole		Permit Manager advised location was in the city limits, report to HOA and gave county's phone number as another option.	
09/09/2025		Yard waste not picked up	Waste was out to pick up	Staff advised the resident if Monday is a Holiday waste will be picked up on Tuesday	
09/11/2025	515 Finished line Avenue	Manhole cover broken	Resident called in fear someone could get hurt	Public Works was notified of location cones were put in placed CTub was notified	
09/15/2025	115 W. 4th Ave	Trash /Rubbish left out on the street	Resident said it has been there for three weeks	Staff put in a code case and scheduled inspection	
09/17/2025	Fairfax	A power line was down at the peanut		Called public works, power company, police department, and DOP all on the scene	
09/26/2025	Ranson	Trash not all picked up	Resident trash was not all in a trash can	Permit manager sent email to city manager	

09/29/2025	115 W. 4th	Trash along Street		Attempted to call owner	No Answer sent out letter to owner
10/06/2025	W. 4th Ave	Tree down in alley	Caller was calling to follow up regarding a tree down behind her building	Reported to DOPW again	
09/09/2025	5 Marshal	Open hole at Inferno Brewery	Wasn't sure where it was and ask it to be looked into	Called owner asked him to look into it he said he would cap it	
09/09/2025	414 E 13th Ave	Homeowners' son putting nails in driveways	Nails flatting resident's tires	Called the PD to report	
09/04/2025	394 Patrick Henry	Blasting	Loud noise from blasting wants an inspection for cracks on house	Set an inspection to check for any cracks on house	
09/05/2025	10th and 11th Avenue	House construction	House being worked on to early in the mornings on the weekends	Forward to Community Development	
09/03/2025	Subway	Renovations happening	Renovations are just Cosmetic	Forward complaint to Jefferson County Health Dept	
09/04/2025	306 E. 10th Ave	Asking if permit was permitted for work to be done	Contractor doing work without Permit	Code case was started Sheriff's office working w/ out permit	

09/05/2025		Neighbor complaint	Pool and Fence build on their property	Called owner of Property set up final for demo	
09/05/2025		Tree fell	Tree from alley fell on his rear fence	Forward complaint to Public Works	
10/26/2025	105 Limited Drive	Neighbors trash	Neighbors' trash is not being picked up	Entered in System and sent to code enforcement	
11/4/2025	102 W. 4th Avenue	Parking	Car parked off side of road on a jack stand for couple days	Sent information to Police Department	
11/4/2025	116 Ranson Estates	Tall Grass	Tall grass	Entered in System and sent to code enforcement	
11/4/2025	105 Limited Drive	Trash	Neighbors' trash is not being picked up	Sent to code enforcement	
10/21/2025	Shenandoah Springs	Speedbumps	Adding speedbumps in the neighborhood	City does not have speedbumps	Sent email regarding City Policy
11/4/2025	50 Burns Street	Trash	Garbage and junk in yard	Email sent to Code Enforcer	
9/4/2025	305 E. 5th Ave	Stones	Stones being washed away	Email sent to Public Works	
9/5/2025	206 A E 13th Ave	Tree in alley	Tree in alley growing into his building	Email sent to Public Works	

AGENDA ITEM VI.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL/COMMITTEE ANNOUNCEMENTS**

SUBJECT: Ranson Municipal Committee Report

ATTACHMENTS:

Ranson Municipal Committee Meeting 12292025 (1).docx

RANSON MUNICIPAL COMMITTEE
December 29, 2025

I. CALL TO ORDER

Mayor Ken Suits	**Present**
Jaelyn Wratchford	**Present**
Stephanie Fagan	**Present**
Timothy Stranko	**Zoom**
Todd Wilt	**Present**
Darla Armstrong	**Present**

III. COMMITTEE BUSINESS

Community Information and Resources Following Recent Community Events

The Ranson Municipal Committee held a meeting in the Council Chambers on December 29, 2025, at 10:00 a.m. to discuss community concerns regarding immigration enforcement activities that were brought before the Mayor and Council on December 16, 2025, Ranson City Council meeting.

The Ranson Municipal Committee asked staff to propose a statement regarding the City s position on these issues and have ready for the council consideration at the January 6, 2026 meeting.

IV. ADJOURNMENT

Motion of Adjournment was made by Council member Stephanie Fagan at 10:56 AM

Kenneth Suits, Mayor

Darla Armstrong, City Clerk

AGENDA ITEM VII.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Consideration of Statement addressing Community concerns and Public Safety

ATTACHMENTS:

Statement Addressing Community Concerns and Public Safety.pdf

City of Ranson

312 South Mildred Street
Ranson, West Virginia 25438-1621
Phone (304) 725-1010 | Fax (304) 728-8579

Ken Suits - Mayor

Council Members:
Jaden Bound
Andy Colandrea
Stephanie Fagan
Herbie McDaniel
Wesley Waldrick
Jaelyn Wratchford

Statement Addressing Community Concerns and Public Safety

The City of Ranson would like to directly respond to recent questions, concerns, and public comments raised by members of our community. We recognize that these issues evoke strong emotions, and we believe it is important to address them with intention and transparency. The City Council expects and encourages civility and mutual respect in all interactions with law enforcement, whether that be city, county, or federal, both from law enforcement professionals operating within our community and from members of the public engaging with them. Conduct that undermines these values is inconsistent with the character of the Ranson community and the standards of leadership and respect this City Council seeks to uphold.

It is essential to recognize all municipalities in West Virginia are governed by state law which requires municipal law enforcement agencies to cooperate with federal immigration enforcement activities and expressly prohibits cities from adopting policies or ordinances that conflict with that requirement. The City is required to operate within those statutory obligations, and we do not have discretion to act outside of the law, even when there are differing perspectives across our community.

The City of Ranson does not participate in the federal immigration partnership program authorized under Section 287(g) of the Immigration and Nationality Act, which allows state or local officers to act as federal immigration enforcement agents. City law enforcement officers are not deputized as federal immigration agents, and the City does not exercise independent authority to enforce federal immigration law beyond what is required under state and federal law.

The City's foremost responsibility remains the welfare and safety of all our community members. That responsibility is carried out consistent with federal and state law and with the constitutional protections afforded to every person.

Federal immigration enforcement activities are authorized by law but are also subject to constitutional limits. Those limits exist to protect individual rights and to guide the conduct of all law enforcement professionals operating within our community, including the following established protections:

- Fourth Amendment protections prohibit warrantless entry onto private property. Law enforcement officers, including immigration enforcement officers, may not enter homes or nonpublic areas of businesses without a valid judicial warrant or the consent of a person with lawful authority. Individuals may state "I do not consent to entry" or "I do not consent to a search."

- Fifth Amendment protections include the right to remain silent. Individuals are not required to answer questions, sign documents, or make statements. If a person chooses to speak, they must do so truthfully.

- First Amendment protections and the Right to Record Act protect the right to observe and record law enforcement activities, including immigration enforcement, so long as recording does not interfere with official duties.

- Documentation requirements differ based on status. United States citizens are not required to carry proof of citizenship. Lawful permanent residents and certain other noncitizens over the age of eighteen are legally required to carry valid immigration documentation.

If individuals encounter immigration enforcement activity, remaining calm and composed helps promote the safety and dignity of everyone involved. Individuals are encouraged to follow lawful instructions provided by officers on the scene and to avoid actions that could escalate the situation. Approaching these situations with patience and restraint helps reduce risk and supports the wellbeing of the entire community.

If it is safe to do so, individuals may document the encounter or write down relevant details afterward. Anyone who believes their rights have been violated should contact qualified legal counsel to discuss appropriate and lawful options. Community members impacted by immigration enforcement can access further resources through the National Immigrant Justice Center.

The City's role is not to direct or control federal enforcement activity but to promote public safety, lawful conduct, and respect for constitutional rights within our community. The City intends to provide clarity to the public and to affirm the City's expectations regarding lawful, professional, and respectful conduct by all who serve and engage within our community. We remain committed to transparency, lawful governance, and providing accurate information so community members can better understand their rights, responsibilities, and expectations under the law.

PROPOSED

AGENDA ITEM VII.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Consideration of One (1) appointments to the Board of Building Code Appeals Board

- January 1, 2026 - December 31, 2028

Antoinette Ringgold was appointed by the City Council at the December 16, 2025 Ranson City Council meeting for the term ending in December 31, 2028 for the Building Code Appeals Board.

This is for a vacant 2-year term which commenced January 1, 2026 and expires on December 31, 2028.

The requirements for the position are outlined as follows:

- Board of Building Code Appeals shall consist of five individuals appointed by the city council whc are qualified by experience and training to pass on matters pertaining to building construction.
- Members may not be employees of the city.

ATTACHMENTS:

A Ringgold _Redacted.pdf

City of Ranson

312 South Mildred Street
Ranson, West Virginia 25438
Submit application at
www.cityclerk@ransonwv.us

Board, Commission, and Committee Application

Completing this application is one way to indicate your interest in being considered for appointment to some of the Boards, Commissions, and Committees appointed by the City Council. All appointments remain at the discretion of the City Council.

Name: Antoinettte Ringgold

[redacted]

Telephone Home: [redacted] **Email:** [redacted]

Occupation: Retired **Employer:**

Do you reside in the City Limits of Ranson? Yes [X] No [ ] **If so, how long? ___23 years**

Political Affiliation: Republican [ ] Independent [ ] Democrat [X] Other [ ]

Education: Elementary [ ] High School [ ] College [ ] Graduate School [X]

Degrees/Majors/Course of Study:
A.A. Liberal Arts
A.S. Health Information Management

Please list Certifications, Licenses, or other Vocational Training received:
RHIT – Medical Certification 23 years

Please list volunteer and other community experience (list by date):
Current – Treasurer: NAACP and Jefferson County African American Cultural and Heritage Festival
Jefferson County Democratic Executive Committee
2023 - PWM – OES

If appointed, could you meet: Mornings [X] Afternoons [X] Evenings [ ]

If appointed, could you meet: Mon. [ ] Tues. [ ] Wed. [ ] Thurs. [X] Fri. [ ]

Check *all areas* in which you have experience and *three (3) areas* only in which you are interested.

EXP.	INT.		EXP.	INT.		EXP.	INT.	
[ ]	[ ]	Recreation	[X]	[ ]	Business Management	[ ]	[ ]	Urban Concerns
[ ]	[ ]	Law/Police Matters	[X]	[ ]	Cultural Activities	[X]	[ ]	Fund Raising
[ ]	[ ]	Environment	[ ]	[X]	Planning/Zoning	[ ]	[ ]	Construction Trades

		Public Relations	X		Budgeting	X		Economic Development
		Transportation			Youth		X	Health Issues
X		Volunteer Service		X	Aging Issues			Education Training

Please check three (3) of the City's Boards, Commissions, or Committees for which you would like to be considered for appointment.

2	Planning Commission		Convention/Visitors Bureau
1	Board of Zoning Appeals		Parks and Recreation Comm.
	Police Civil Service Comm.	3	Building Code Appeals Board
	Building Commission	4	Council At- Large

What Board, Commission or Committee have you served (or are serving) on?
JCDEC – JCAACHF - NAACP

References

Name: George Rutherford	**Phone No.** [redacted]
Name: Brenda Gaskins	**Phone No.**

Please explain why you are a good candidate for the position:

I have served on many committees for 25 plus years in a leadership role assisting with problem solving, managing the budget for annual events in the capacity of being the Treasurer for both the NAACP and the JCAACHF. I can work independently and able to comply with time sensitive projects. I am a team player and work well with others in decision making processes. I value my time commitment along with achieving positive results to any project I'm responsible for to ensure the end results are for community growth and improvements for all.

Application and any additional Materials should be submitted to cityclerk@ransonwv.us
A hard copy may also be mailed or delivered to his attention at City of Ranson, 312 S. Mildred Street, WV 25438.

AGENDA ITEM VII.3

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Consideration of One (1) appointed to the Board of Planning Commission

- January 1, 2026- December 31, 2030 (City Managers discretion)

ATTACHMENTS:

AGENDA ITEM IX.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **INFORMATION ONLY**

SUBJECT: Nomination for Hagerstown Eastern Panhandle Metropolitan Organization Interstate Council

ATTACHMENTS:

JC Commission.pdf

City of Ranson

312 South Mildred Street
Ranson, West Virginia 25438-1621
Phone (304) 725-1010 | Fax (304) 728-8579

Ken Suits - Mayor

Council Members:
Jaden Bound
Andy Colandrea
Stephanie Fagan
Herbie McDaniel
Wesley Waldrick
Jaelyn Wratchford

December 17, 2025

Jefferson County Commission
100 E. Washington Street
Charles Town, WV 25414

Dear Commissioners,

At its regular meeting held on December 16, 2025, the Ranson City Council nominated Councilor Jaden Bound to serve as the municipal representative for Jefferson County on the Hagerstown Eastern Panhandle Metropolitan Planning Organization Interstate Council.

The City understands that this position represents all municipalities within Jefferson County and carries the remainder of a two-year term.

The City Council further understands that the Jefferson County Commission is accepting nominations with the intent of making an appointment at its December 18 meeting. On behalf of the City of Ranson, please accept this letter as formal notification of Councilor Bound's nomination for your consideration.

Should you require any additional information or documentation, please do not hesitate to contact my office.

Respectfully,

Todd Wilt
City Manager